



**Langley  
Policy  
Directive**

**LAPD 1700.7 R**  
Effective Date: April 14, 2016  
Effective Date: April 30, 2021

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**Subject: Traffic Management**

**Responsible Office: Security Services Branch, Center Operations Directorate**

**CHANGE LOG**

Revision	Date	Description
R	4/14/2016	<ul style="list-style-type: none"><li>• Five-year review</li><li>• Updates process throughout and corrects minor typographical errors and formatting changes.</li><li>• Reflects updates to U.S. Code and other Federal requirements.</li><li>• Adds traffic violation categories to Attachment B</li></ul>

**1. POLICY**

- a. A comprehensive and effective Traffic Safety Program shall be established and maintained as part of the NASA Langley Research Center (LaRC) accident prevention program. LaRC shall, through the application and enforcement of the Virginia traffic code, NASA safety regulations, and the institution of traffic control standards, provide for the safety of motorists and pedestrians using the Center road network and parking areas. Establish traffic regulations and methods of disposition of traffic offenses to achieve maximum traffic safety for all road users.
- b. Vehicle operators, passengers in motor vehicles, and pedestrians shall comply with Federal, State, and local motor vehicle and pedestrian safety regulations. *Primary enforcement of these rules by the Security Services Branch (SSB) shall include the enforcement of NASA motor vehicle safety rules regarding text messaging and cell phone use by drivers, and safety belt use by drivers and all vehicle passengers.*
- c. Compliance with this directive is mandatory for all government employees and non-NASA personnel working on/in a NASA LaRC facility, resident agencies, and other tenants and visitors to LaRC, and is a condition for permission to operate a motor vehicle or bicycle on the Center.

**2. APPLICABILITY**

- a. This directive is applicable to all persons in or on NASA LaRC.
  - 1) Violations of this policy by LaRC civil service personnel may result in disciplinary actions up to and including removal from the Federal Service and the permanent suspension of access to NASA property, facilities, and centers.
  - 2) Violations of this policy by non-NASA personnel working on or in a NASA facility may result in the permanent suspension of access to NASA property, facilities, and centers.
  - 3) Violations of this policy by visitors may result in the permanent denial or suspension of the violator's access to NASA property, facilities, and centers.
- a. Violation of this policy may result in criminal federal or state charges against any offenders in accordance with 14 C.F.R. 1204 Subpart 11 and other applicable

regulations. Violations of this policy may result in suspension or indefinite loss of driving privileges on Center.

- b. In this LAPD, all mandatory actions (i.e., requirements) are denoted by statements containing the term “shall.” The terms “may” or “can” denote discretionary privilege or permission; “should” denotes a good practice and is recommended, but not required; “will” denotes expected outcome; and “are” or “is” denotes descriptive material.
- c. In this directive, all document citations are assumed to be the latest version, unless otherwise noted.

### **3. AUTHORITY**

- a. The National Aeronautics and Space Act, 51 U.S.C. 20101-20164
- b. NASA Procedural Directive (NPD) 1600.2, NASA Security Policy (Series)
- c. LPR 3752.1D, Discipline and Adverse Actions

### **4. APPLICABLE DOCUMENTS**

- a. 18 United States Code (USC) § 13 Assimilative Crimes Act (ACA)
- b. Executive Order (EO) 13513, “Federal Leadership on Reducing Text Messages While Driving,” October 1, 2009
- c. 14 C.F.R. Part 1204, Subpart 10 – Inspection of Persons and Personal Effects at NASA Installations or on NASA Property; Trespass or Unauthorized Introduction of Weapons or Dangerous Materials
- d. 14 C.F.R. Part 1204, Subpart 11 – Enforcing Traffic Laws at NASA Centers and Component Facilities
- e. 23 CFR Part 655, Subpart F Traffic Control Devices on Federal-Aid and Other Streets and Highways
- f. NASA Procedural Requirements (NPR) 8715.3, NASA General Safety Program Requirements (Series)
- g. Langley Procedural Directive (LAPD) 1600.3 (Series), LaRC Security Policy
- h. Federal Highway Administration, Manual on Uniform Traffic Control Devices, or MUTCD, 2009
- i. Langley Form 230, Traffic Violation Notice

### **5. RESPONSIBILITY**

- a. The Center Chief of Security, Security Services Branch (SSB), shall:
  - 1) Enforce LaRC traffic regulations (see Attachment A), safety rules and regulations pertaining to motor vehicle operation, vehicle operation, and pedestrian conduct, and security protocols.
  - 2) Appoint in writing as LaRC Traffic Manager a NASA special agent with law enforcement experience to oversee the LaRC traffic program, including parking lot use, road use, traffic enforcement, and new construction, and to approve all

markings and signage associated with pedestrian safety, traffic safety, traffic control, and traffic management.

- 3) Investigate traffic violations and accidents occurring on LaRC property and at parking areas associated with property contracted to NASA.
- 4) Remove unattended vehicles that constitute a security/safety hazard when the owner/driver cannot be located or refuses to move the vehicle.
- 5) Enforce parking regulations and traffic infractions through the issuance of citations.
- 6) Maintain records of parking and traffic violations through the issuance of citations using LF 230 to document infractions.
- 7) Assess points for violations according to the LaRC Traffic Violation Point Assessment Table (Attachment B). All assessment notices shall include the total number of points accumulated within the reckoning period.
- 8) Initiate action to suspend driving privileges of drivers who have been assessed 15 or more traffic points in a 12-month reckoning period.
- 9) Initiate an indefinite suspension for violations that occur after a second repeat suspension or in cases where the frequency, flagrancy, and severity of the violation warrant the indefinite withdrawal of driving privileges.
- 10) Provide copies of citations issued for violations of traffic laws or LaRC policies to supervisors for counseling and actions to prevent future infractions and to promote a safer driving environment.

b. Drivers shall:

- 1) Obey uniformed and non-uniformed Security Personnel controlling traffic and enforcing LaRC traffic and security regulations (ref. 2.a above). This instruction includes NASA employees and non-NASA personnel working on/in a NASA facility, including military, fire, and emergency medical personnel providing support, as directed, to security personnel in an emergency.
- 2) Stop fully, present identification to the officer for physical and visual inspection, and proceed to enter the Center only when instructed. Security officers are instructed to inspect the identification of every individual requesting access to LaRC.
- 3) In addition, adhere to Attachment A, (Langley Research Center Traffic Regulations.)

**6. DELEGATION OF AUTHORITY**

None

**7. MEASUREMENTS**

None

**8. CANCELLATION**

LAPD 1700.7 Q, dated March 4, 2011

**Approved:** /s/ Cathy H. Mangum April 14, 2016  
Center Associate Director

**Distribution:**

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**ATTACHMENT A****LANGLEY RESEARCH CENTER TRAFFIC REGULATIONS****1. VEHICLE INSPECTIONS**

Pursuant to 14 CFR Section 1204.1001, for purposes of security, NASA reserves the right to conduct an inspection and search of any person or any vehicle as a condition of admission to, exit from, or continued presence on the Center. Anyone, refusing an inspection shall be denied access to the Center, or immediately removed from the Center if already on the Center.

**2. LICENSING AND REGISTRATION**

A current valid state or recognized international driver's license, insurance, vehicle safety inspection, and vehicle registration are required to operate a motor vehicle on LaRC. LaRC Security Officers may require motor vehicle operators to show a driver's license, insurance card, and vehicle registration. Access to the Center shall be denied to any motor vehicle operator who does not have a license in their possession. For vehicles registered in the State of Virginia, a valid State of Virginia Safety Inspection decal must be displayed as required. Vehicles with an expired Virginia Safety Inspection may not be operated on LaRC. Commercial vehicle drivers must be properly licensed for the class and type of vehicle they are operating.

**3. DRIVING ON NASA PROPERTY OR DRIVING A NASA VEHICLE**

- a. Vehicle owners shall ensure that only authorized licensed drivers have access to or operate their motor vehicles.
- b. Drivers shall:
  - 1) Obey; do not drive around or move temporary and emergency barriers, including speed-humps, speed-bumps, traffic cones, and barricades erected to restrict road use or parking. Changing lanes; using a center emergency vehicle lane; or operating a vehicle to the right or left of the center line for the purpose of avoiding a physical barrier or speed control device, including a speed-hump or speed-bump, is defined herein as reckless driving and is not permitted in any instance. Drivers of both 2-wheeled and 4-or-more-wheeled vehicles, must remain in their lane at all times and pass over the speed control device with at least 2 wheels. Only emergency vehicles may use the center-line emergency vehicle path created at center speed control devices.
  - 2) Park only in authorized parking spaces (i.e., standard spaces marked in white and handicapped spaces marked in blue). Observe all parking restrictions in areas where official signs, other markings (such as yellow paint), or operations prohibit or restrict parking. Faded, flaked, or worn parking restriction markings may not be ignored and can result in a citation being issued. Parking against the flow of traffic or parking facing opposite to the direction of the nearest traffic lane is not permitted and can result in a citation being issued. Any vehicle that creates a traffic hazard by blocking a traffic lane, parking on a corner, or parking to obstruct the safe and normal flow of traffic may be removed at the owner's expense if not immediately moved by the owner. The driver/owner of an improperly parked vehicle or an unattended vehicle determined to pose a security risk shall be liable for all costs associated with its removal and storage.

- 3) On LaRC the standard parking space marking is between two white painted lines, between a white painted line and a yellow painted line at the beginning of a parking restriction, or between a white painted line and a curb or pavement end when no curb is present. Parking is also permitted along a white painted curb. Parking in other than marked spaces or against a white painted curb may result in a citation being issued.
  - 4) Yield the right-of-way to emergency vehicles (displaying blue or red flashing lights). Except when otherwise directed or required, pull to the nearest curb and stop clear of any intersection and remain in such position until the emergency vehicle has passed.
  - 5) If the emergency vehicle is stopped in or near the roadway, drivers shall move to an opposite lane with the same direction of travel or slow down and proceed cautiously in the same lane if changing lanes cannot be done safely.
  - 6) If an emergency vehicle is blocking traffic, drivers shall stop and wait until directed to proceed or detour. Unless otherwise directed by an Officer controlling traffic, drivers may not make turns except at intersections, and drivers may not drive on surfaces, such as medians and sidewalks, not intended for through traffic.
- c. While entering the Center's security perimeter:
- 1) Drivers shall slowly proceed into the armed checkpoint at Center gates.
  - 2) All occupants' personal conduct shall be compliant, patient, and un-provocative.
  - 3) The use of items, such as cell phones, handheld personal radios, books, or any other item or device, that could distract the driver or present a threat or hazard to the security officer is prohibited.
  - 4) Drivers shall come to a full stop, present their identification to the officer for physical and visual inspection, and proceed to enter the Center only when instructed to proceed by a hand signal waving them ahead. Security officers are instructed to inspect the identification of every individual in the vehicle and wave ahead a vehicle only once that inspection is complete to their satisfaction.
  - 5) Security Officers or other NASA security officials shall check to determine that the presented identification is authentic, not altered, valid in both expiration and purpose and that it was presented by the person to whom it was issued.
  - 6) Drivers will ensure the way ahead is safe to proceed before pulling ahead.
- d. Drivers of motor vehicles on NASA property or driving a NASA vehicle both on and off NASA property are prohibited from:
- 1) Driving a motor vehicle for a continuous period of more than 10 hours, including a combination of personal driving and driving for official NASA business.
  - 2) Driving a motor vehicle for a combined duty period that exceeds 12 hours in any 24-hour period, without at least 8 consecutive hours of rest.
  - 3) Using hand-held communication devices while the vehicle is in motion except for emergency, security, and fire vehicles during official operations. This includes cell phones, UHF radios, or other hand-held wireless communication devices. When two or more individuals are traveling in an emergency, security, or fire vehicle during official operations, the passenger should use the hand-held communication device.

- 4) Text messaging (to include reading from or entering data into any handheld or other electronic device, including for the purpose of SMS texting, e-mailing, instant messaging, obtaining navigational information, or engaging in any other form of electronic data retrieval or electronic data communication) is prohibited (a) when driving a GOV or when driving a POV while on official Government business, or (b) when using electronic equipment supplied by the Government while driving. Exempt from this prohibition are employees, devices, or vehicles that are engaged in or used for protective, law enforcement, or national security responsibilities or on the basis of other emergency conditions.
- 5) Motorcycle operators and passengers are required to wear helmets and eye protection, or use a windshield in lieu of eye protection, while operating or riding on a motorcycle on the Center. Helmets shall be approved in accordance with Virginia State law and worn in a manner consistent with the maker's instructions, including the use of chin/neck straps. The use of reflectorized material and appropriate protective clothing and foot wear is highly encouraged.

#### **4. ABANDONED AND IMPROPERLY PARKED VEHICLES**

- a. Abandonment of a vehicle on the Center is prohibited. A vehicle is considered abandoned if left unattended for longer than 72 hours, or parked without valid license plates.
- b. A vehicle is improperly parked if it is in an area or location that presents an immediate threat to security or safety or the orderly flow of traffic.
- c. Individuals employed at LaRC should notify the Emergency Dispatch Office if they need to leave their vehicle unattended for more than 48 hours.
- d. A reasonable attempt shall be made to identify and locate the owners of suspected abandoned or improperly parked vehicles before they are towed unless an issue of security is involved.
- e. Where possible, Security Officers shall place a notice of intent to impound on the vehicle 24 hours before the vehicle is towed.
- f. Vehicles may be towed at the owner's expense.
- g. In the case of vehicles parked where an issue of security is involved, the vehicle shall be immediately towed and the owner charged with the cost of towing.

#### **5. ACCIDENTS AND ACCIDENT REPORTING**

- a. In the event of a traffic accident:
  - 1) Involved persons shall summon aid for any injured persons and then summon a Security Officer to report the accident.
  - 2) The driver or owner of any vehicle involved in an accident on the Center shall immediately notify the Emergency Dispatch Office.
  - 3) Drivers shall give name, organization, and, upon request, show driver's license, vehicle registration, and insurance card to the officer.
  - 4) Drivers shall remain at the scene of the accident unless it is absolutely necessary to leave for the purpose of summoning aid or personal safety.



- 5) Report the accident in accordance with detailed instructions provided by the on-scene security officer.
- 6) The operator of any NASA government vehicle involved in an accident off the Center shall notify the local law enforcement agency having jurisdiction where the accident occurs.

## **6. SPEED LIMITS**

- a. LaRC posted speed limits range from 10 to 25 mph. Twenty-five mph is the maximum speed limit. The speed limit at all LaRC exit gates is 15 mph. The speed limit at all LaRC entry gates is 10 mph. The speed limit in parking areas is 10 mph.
- b. LaRC Security Officers use radar speed detection to monitor vehicle speeds and detect speeders.

## **7. SLOW-MOVING VEHICLES**

- a. A slow-moving vehicle means any motor vehicle designed to operate at a maximum speed of 25 mph or less.
- b. Slow-moving vehicles on LaRC must display a "Slow-Moving Vehicle" emblem (i.e., a triangular emblem at least 14 inches high with a red reflective border not less than 1 3/4 inches wide and a fluorescent orange center).
- c. The emblem must not be blocked or damaged in a manner that reduces its effectiveness.

## **8. SEATBELTS**

- a. All Federal employees on official business and all occupants of motor vehicles operated on NASA property shall properly use seatbelts (Rear seat passengers in antique cars not originally equipped with rear seat seatbelts are exempt.)
- b. In normal road use, as transportation, passengers shall not be carried in the cargo area of pickup trucks; flatbeds; or special purpose equipment, such as fire trucks or escape trucks, unless designated occupant positions with seat belts are provided.

## **9. PEDESTRIAN AND BICYCLE SAFETY**

- a. Motor vehicle operators should be alert for pedestrians, bicyclists, and other non-motorized vehicle road users. However, pedestrians, bicyclists, motor-driven cycles, and electric power-assisted bicycles are required to obey traffic control signs and signals.
- b. Skateboards or scooters, or motorized skateboards or scooters are not to be used in the roadway. Electric personal assistive mobility devices are not to be used in the roadway, except under such conditions as are permitted under state law.
- c. Rules that apply to pedestrians:
  - 1) Use sidewalks where available.
  - 2) Do not suddenly leave a curb or sidewalk or run into the path of a vehicle so as to cause a hazard. No pedestrian shall enter or cross an intersection in disregard of approaching traffic.
  - 3) Walk on the left side of the road facing traffic if there is no sidewalk.



- 4) Use crosswalks when available.
- 5) Wait on the curb, not in the street, until it is safe to enter a crosswalk.

**10. RULES FOR BICYCLISTS, MOTOR-DRIVEN CYCLES, AND ELECTRIC POWER-ASSISTED BICYCLES:**

- a. Bicyclists are required to wear protective helmets and encouraged to wear highly visible (reflectorized) clothing
- b. Ride no more than two abreast.
- c. Do not weave in traffic or enter the road from behind a parked car.
- d. Do not carry more persons than the bicycle is equipped for (seating).
- e. Ride as near to the right-hand side of the road as practical, exercising care when passing a standing vehicle or a vehicle moving in the same direction.
- f. Do not carry packages or articles that preclude keeping two hands on the handlebars or that obstruct your view.
- g. At night, have a front white light visible 500 feet, and a red rear reflector visible 300 feet. A red light visible from the rear is also highly recommended.
- h. Move off the street to park or make repairs.
- i. Yield the right-of-way to pedestrians.
- j. Do not ride on sidewalks.
- k. Use rear-view mirrors if the bicycle is so equipped.
- l. Obey all traffic signs and highway markings.
- m. A bicycle or motorized bicycle or an electric power-assisted bicycle shall be considered a vehicle while operated on a roadway.
- n. Headphones and earphones shall not be worn while on a roadway.

**11. RULES FOR NON-MOTOR VEHICLES (ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICES, SKATEBOARDS OR SCOOTERS, OR MOTORIZED SKATEBOARDS OR SCOOTERS):**

- a. Skateboards or scooters, or motorized skateboards or scooters, are not to be used in the roadway or sidewalks.
- b. Electric personal assistive mobility devices can be used on sidewalks, in parking lots, and on roadways under such conditions as are permitted under state law. Warning devices, such as flags and reflectors are strongly encouraged.
- c. Skateboards and scooters, and motorized skateboards or scooters, can be used only in parking lots. Helmets and pads are strongly encouraged.

**12. HEADPHONES AND EARPHONES**

Headphones and earphones shall not be worn while driving a motor vehicle or riding a bicycle on LaRC. A single earphone may be worn while using a hands-free cell phone.

**13. PARKING OF RECREATIONAL VEHICLES, TRAILERS, BOATS, CAMPERS, OR ANY OTHER OBJECT**

The parking or storing of recreational vehicles (RVs), trailers, boats, campers, etc., on LaRC in other than approved areas is prohibited. An RV, trailer, boat, camper, etc., left stationary for longer than 24 hours may be issued a Traffic Violation Notice. A vehicle left for longer than 72 hours may be deemed abandoned (See Section 4).

**14. UNATTENDED VEHICLES**

Vehicles are not to be left unattended without first stopping the engine, locking the ignition (when so equipped), removing the key, and effectively setting the parking brake. Unattended vehicles, vehicles parked without an operator or passenger should be locked for security. At no time is it permissible to park or otherwise leave unattended a vehicle with a child of any age inside the vehicle. On LaRC, children without visitor/family-member badges must be accompanied by their sponsors, and may never be left alone in a vehicle, parking lot, or on the street.

**15. EMERGENCY VEHICLES**

Operators of emergency vehicles are exempt from these traffic and parking regulations when responding to an emergency. Emergency vehicles shall, however, be driven with due regard and consideration for safety of persons and property.

**16. ENTERING SECURITY CHECK POINTS AT CENTER GATES**

Gate security officers are tasked with several responsibilities, such as traffic control, access control, and the protection of personnel. Security officers must be able to respond to any threat to the Center. All persons shall be attentive to and obey the instructions of security officials monitoring LaRC access gates. Drivers shall come to a full stop and roll down their window. Drivers and all vehicle occupants must give the security officers their full attention and follow all instructions while presenting their NASA access badge or pass, or other approved form of identification, to the officer for visual and physical examination. If required, officers will check NASA badges using an approved electronic access control device.

**17. LANGLEY AIR FORCE BASE TRAFFIC REGULATIONS**

LaRC employees driving on Langley Air Force Base (LAFB) are also subject to LAFB traffic enforcement rules including fines and suspensions. Langley Air Force Base traffic rules can be requested through the LaRC Traffic Manager at the Security Office.

**18. TRAFFIC ENFORCEMENT CODE POINT SYSTEM**

A summary of points that are assessable is provided in the LaRC Traffic Violation Point Assessment Table (Attachment B). The point assessments remain on the person's LaRC Driving Record for 1 year, beginning on the date of issuance of each violation notice.

**19. POINT SYSTEM PROCEDURES AND SUSPENSION OF DRIVING PRIVILEGES**

- a. LaRC assesses traffic points for parking and traffic violations committed on the Center. The accumulation of 15 or more points within a period of 12 consecutive months shall result in suspension of Center driving privileges. Suspension periods for LaRC are as follows:

- 1) Fifteen calendar days for first-time suspension.

- 2) Thirty calendar days for a repeat suspension (a repeat suspension is the accumulation of 15 additional points within 12 months of the date of the first-time suspension).
  - 3) Sixty calendar days for a second repeat suspension (a second repeat suspension is the accumulation of 15 additional points within 12 months of the date of the first repeat suspension).
  - 4) An indefinite suspension may be imposed for violations that occur after a second repeat suspension or in cases where the frequency, flagrancy, and severity of the violation warrant the indefinite withdrawal of driving privileges. Examples of violations that warrant an indefinite suspension are: refusal of a vehicle inspection, driving while license or driving privileges on the Center are suspended; refusal to submit to a blood alcohol test; driving under the influence (DUI); fleeing the scene of an accident involving injuries; use of a motor vehicle in the commission of a felony; use of fraudulent driver's license, license plates, or registration; attempting to elude Security Officers or police; and racing. An operator given an indefinite suspension may petition for reinstatement 1 year from the beginning of the suspension.
- b. In addition to the suspension of Center driving privileges, criminal activities involving the use of a motor vehicle may be referred to the City of Hampton or United States Attorney for criminal prosecution.
  - c. The Center Chief of Security (CCS), SSB, shall notify the employee in writing of the intent to suspend driving privileges when the employee has accumulated 15 or more points in a 12-month period.
  - d. Written appeals of traffic citations and suspensions may be made to the CCS, SSB, or to the NASA Special Agent appointed by the Chief as the LaRC Traffic Manager. Written appeals shall be addressed to the Center Chief of Security, SSB, at Mail Stop 163. Appeal letters should explain any extenuating circumstances and should address the reasons that points and/or suspension is not warranted. To be considered timely, appeals must be submitted within 10 days of the violation notice or suspension notification. NASA employees may also appeal using appropriate employee grievance procedures. All appeals shall be in writing.
  - e. Persons whose state driver's license has been suspended or revoked also forfeit their privilege to drive on LaRC until the state driving privilege is restored. If privileges are suspended by the CCS for driving on a revoked license, an appeal to the CCS is permitted only once the state has vacated the suspension/revocation and restored the person's state motor vehicle operator's license. Resumption of Center driving privileges is not automatic and shall remain in effect until lifted by the CCS.

**ATTACHMENT B****LARC TRAFFIC VIOLATION POINT ASSESSMENT TABLE**

<b>Code</b>	<b>Violation</b>	<b>Point Assessment</b>
<b>01</b>	<b>Parking Violations</b>	
01a	Parking in a marked fire, emergency, or service (loading) zone	5
01b	Parking in a designated hazardous area	5
01c	Unauthorized parking in a designated handicapped space	5
01d	Unauthorized parking in other reserved spaces, such as visitor spaces and designated employee spaces	2
01d1	Unauthorized parking in a space temporarily reserved or blocked by the Security Office	8
01d2	Parking against the flow of traffic	5
01e	Parking in a crosswalk, on a sidewalk, or blocking a driveway	3
01e1	Parking in an unmarked driveway so as to hazard traffic or impinge on two-way traffic	5
01f	Parking overtime in areas with posted time limits	2
01g	Parking improperly (i.e., in more than a single parking space or parking on the street where prohibited)	3
01h	Parking in other areas not designated for parking (i.e., on lawns, under structures such as tunnels and research facilities)	2
01i	Other parking, safety, pedestrian, or non-moving violations	See Note 1
<b>02</b>	<b>Regulatory Infractions: Moving &amp; Non-moving</b>	
02a	Driving a motor vehicle for a continuous period of more than 10 hours, including a combination of personal driving and driving for official NASA business is prohibited	See Note 8
02b	Driving a motor vehicle for a combined duty period that exceeds 12 hours in any 24-hour period, without at least 8 consecutive hours of rest is prohibited	See Note 8
02c1	Using a text communication device or a cellular phone (without a hands-free device) while driving a vehicle.	3
02c2	Use of a text communication device or cellular phone or other distraction while approaching a security check point at a Center gate or a check point elsewhere on Center.	5
02d	Failure to remain and provide information at an accident scene	15
02e1	Operating a vehicle while under suspension of driving privileges on LaRC	See Note 2
02e2	Operating a vehicle with expired registration, expired license, or expired safety inspection	See Note 3

<b>Code</b>	<b>Violation</b>	<b>Point Assessment</b>
02f	Failure to correct a Correction Citation	See Note 5
02g	Improper conduct at a security check point, Center gate, or during a traffic stop.	8 (See Note 7)
02g1	Improper conduct at a security check point or Center gate proceeding without authorization	(see Note 6)
02h	Ignoring or moving a temporary barrier in a parking lot.	3
02h1	Driving around, or failing to obey, a barrier placed in a roadway.	(See Note 6)
02h2	Moving a temporary barrier placed in a roadway.	(See Note 6)
<b>03</b>	<b>Moving Violations: Vehicle Operation</b>	
03a1	Speeding 21 mph or more over posted limit	10
03a2	Speeding 11-20 mph over posted limit	7
03a3	Speeding 6-10 mph over posted limit	5
03a4	Speeding 1-5 mph over posted limit	3
03b1	Driving under the influence of intoxicating beverage or drugs	15
03b2	Reckless driving (e.g., driving with a willful and wanton disregard for safety of persons or property)	15
03b2a	Reckless driving by willfully driving left or right of the center line or willfully driving or changing lanes to avoid a physical speed-control device (spike-strip, barrier or speed-hump or speed-bump)	10
03b3	Attempting to elude or flee from, or failure to stop for, a Security Officer in pursuit	See Note 8
03b4	Failing to stop for or yield the right-of-way to an emergency vehicle displaying red or blue warning lights	8
03b4a	Following within 500 feet of an emergency vehicle displaying red or blue warning lights	6
03b4b	Failing to slow down or change lanes for a stopped emergency vehicle displaying red or blue warning lights	8
03c1	Failing to obey a traffic sign or signal, including marked crosswalks, resulting in injury to persons	15
03c2	Failing to obey a traffic sign or signal, including marked crosswalks, with no injury to persons	5
03d	Failure to obey or disregarding any lawful direction from a Security Officer or other Security Official	5-15 (see Note 6)
03e1	Failure to stop at a Stop sign	5
03e2	Failure to yield (other than at a crosswalk) at a Yield sign	3
03f	Following too close, unsafe backing	3

Code	Violation	Point Assessment
<b>04</b>	<b>Moving Violations: Regulatory &amp; Safety</b>	
04a	Operating a motor vehicle without a valid license or while license is suspended or revoked	15
04b	Driving onto the flight line or runway without authorization	15
04c1	Failure to wear safety belts (seatbelts) while driving or failing to ensure passengers use safety belts while operating a vehicle	5
04c2	Failure to secure children under age 8, or any child that cannot use a seatbelt, in an approved safety seat, or with safety belts for children ages 8 to 18	5
04c3	Operating a motorcycle without an approved safety helmet	5
04c4	Operating a slow-moving vehicle without a "slow-moving vehicle" emblem or with an obscured or damaged emblem	See Note 4
04c5	Other moving safety deficiency violations (tail light out, etc.)	See Note 3
04d	Causing a minor accident	3

**Note 1:** LaRC Security Officers may cite other parking, safety, pedestrian, or non-moving violations assessing 2-15 points (i.e. stepping in traffic without regard for approaching vehicles, failure to wear a helmet while riding a bicycle, or skating on the sidewalk). Point assessments in such instances are subject to review and reassessment by the Center Chief of Security or the Traffic Manager.

**Note 2:** Escorted off LaRC, suspension period to start over. Continued violations may result in revocation of center access at the discretion of the Chief of Security. This means that if an operator was found under suspension after completing 14 days of a 30-day suspension, the new Point Assessment would be suspension for an additional 30 days and the restart of the original assessment period (a 60-day suspension).

**Note 3:** Security Officers shall issue a correction violation notice, giving the operator 14 days to correct the deficiency. Operator's failure to correct deficiencies within 14 days may result in suspension of Center driving privileges until corrected. In each case the vehicle shall not be operated on LaRC until corrected.

**Note 4:** Correction violation notice issued and barred from driving on LaRC if not corrected within 10 days.

**Note 5:** Assessment of 3 points and issued a second correction violation notice with new time limit.

**Note 6:** The determination of points assessed will be at the discretion of the responding Security Officer or Security Official and subject to reassessment by the Center Chief of Security or Traffic Manager.

**Note 7:** The Security Officer shall describe the improper conduct in the remarks section of the citation. The Center Chief of Security shall consider revocation of Center access if the conduct includes a violation of the center workplace violence policy.

**Note 8:** Driving privileges shall be suspended until reassessed by the Center Chief of Security or Traffic Manager.